



Community Eligibility Provision (CEP) Identified Student Percentage (ISP)

Identified Student Percentage (ISP) calculations must be established using the number of directly certified students and the number of enrolled students as of April 1st. The OPI utilizes direct certification data from the DCA system to provide school ISP calculations. This data serves as a proxy for actual eligibility and may not include all sources of students directly certified in a school's Identified Student Percent (ISP).

[Please use this form to report or correct OPI's proxy data.](#)

Districts have until April 15th to report corrections to proxy data. Corrections resulting in a school having an increased Identified Student Percent (ISP) of 30% or greater should be reported to OPI. *Districts do not need to complete this form if there are no changes in the proxy data.*

Sponsor/District Name:		Agreement #:		
School Site Name	School Site #	Enrollment as of 04/01/2015	Identified Students Directly Certified as of 04/01/2015	Identified Student % (ISP) Identified Students/Enrollment x100 as of 04/01/2015

Identified students are low income children who are directly certified for free school meals without the use of a household application. **Directly certified** students are eligible for free meal benefits based on documentation obtained directly from the appropriate State or local agency and include the following sources: SNAP, TANF, FDPIR, Homeless, Migrant, Runaway, Head Start, Foster & Extended Eligibility (applies to SNAP, TANF & FDPIR only).

Districts correcting proxy counts will need to provide documentation of school level identified student data as of April 1st to participate in CEP. Contact OPI, School Nutrition Programs for further details at (406) 444-4413. Completed correction forms may be faxed to OPI at (406) 444-2955.

I certify that the above information is true and accurate and will provide OPI, School Nutrition Programs student level eligibility documentation.

LEA Authorized Representative Signature	Title	Date

OPI Use Only	
Approved by OPI, School Nutrition Programs _____	Date _____
Comments _____	